

Exhibit 5-G Alternative Payment Procedure Sample**(PREPARE ON LETTERHEAD OF LOCAL AGENCY)****Date of Invoice** (For Progress Invoice)

Department of Transportation
 Accounting Service Center - MS 33
 Local Program Accounting Branch
 P.O. Box 942874
 Sacramento, CA 94274-0001

Billing No:

Invoice No:

Federal-aid Project No:

Tax Identification No:

Date Project Accepted by City/County:

Project Location:

Project Expenditure Authorization:

(For Final Invoice) Name, District Director

Attn: Name, District Local Assistance Engineer

Department of Transportation

Street or P.O. Box

City, CA Zip Code

1,2,..., or Final**Local Agency's Invoice No.****Prefix-Proj. No. (Fed. Agreement No.)****Agency IRS ID Number****Final Date or "Ongoing" if not Final****Project Limits**

Reimbursement for federal funds is claimed pursuant to Local Agency-State Agreement No. **Number**,
 Program Supplement No., **Number**, executed on **Date**.

	Preliminary Engineering *****	Construction Engineering	Construction Contract	Total
Federal Appropriations Code	33D/33C	33D/33C	33D/33C	
Federal Authorization Date	1/15/99	2/10/99	2/10/99	
Federal/State participating costs From	3/1/99	3/1/99	3/1/99	
To	7/30/99	7/30/99	7/30/99	
Total Indirect Costs to Date	\$825.00	\$1,865.50	-----	
Total Direct Costs to Date	\$4,000.60	\$8,400.30	\$200,000.10	
Less: Retention	-----	-----	(20,000.00)*	
Liquidated Damages	-----	-----	0.00**	
Nonparticipating Costs	(350.00)	(840.00)	(16,000.00)	
Total Federal Participating Costs to Date	\$4,475.60	\$9,425.80	\$164,000.10	
Less: Participating Costs on previous invoice	<u>\$2,120.95</u>	<u>\$6,350.20</u>	<u>\$98,231.00</u>	
Change in Participating Costs	\$2,354.65	\$3,075.60	\$65,769.10	
Reimbursement Ratio (Federal and/or State)	88.53	88.53	88.53	
Federal Reimbursement	2,084.57	2,722.82	58,225.38	
State Reimbursement	2,084.57	2,722.82	58,225.38	
Amount of claim (expended funds)			<u>\$63,032.77***</u>	

ADJUSTMENT OF STATE FUNDS FOR ESTIMATED CONTRACT PAYMENTS

Total expended funds	\$63,032.77
Less: Estimate Previously Invoiced for the month	\$80,000.00
Difference (positive or negative amount)	(\$16,967.22)
Plus: Estimate for next month	\$100,000.00
TOTAL INVOICE AMOUNT	<u>\$83,032.77</u>

INDIRECT COST CALCULATION

Preliminary Engineering Indirect Costs:

	FY 1998-1999	FY 1999-2000
Direct Cost Base Expense	\$1,944.00	\$673.82
Approved indirect cost rate	31%	33%
Subtotal ****	\$602.64	\$222.36
Total Indirect Costs To Date for Preliminary Engineering <u>\$825.00</u> (this Amount is carried to the front of the invoice under the Preliminary Engineering column)		

Construction Engineering Indirect Costs:

	FY 1998-1999	FY 1999-2000
Direct Cost Base Expense	\$4,756.23	\$1,185.07
Approved indirect cost rate	31%	33%
Subtotal ****	\$1,474.43	\$391.07
Total Indirect Costs To Date for Construction Engineering <u>\$1,865.50</u> (this Amount is carried to the front of the invoice under the Construction Engineering column)		

I certify that the work covered by this invoice has been completed in accordance with approved plans and specifications; the costs shown in this invoice are true and correct; and the amount claimed, including retention as reflected above, is due and payable in accordance with the terms of the agreement.

Signature, Title and Unit of Local Agency Representative

Phone No.

For questions regarding this invoice, please contact:

Name

Phone No.

* Total retention amount withheld from contractor. At the end of the project and after all retention has been released, this amount should be zero.

** Show "liquidated damages" amount on final invoice.

*** Please round down the figures to the lowest cent. Federal rules do not allow rounding up.

- ****
- Indirect cost for this project equals the direct cost base expense (i.e., direct salaries & wages plus fringe benefits) for this project multiplied by the approved indirect cost rate.
 - Indirect cost reimbursement will not apply to direct costs, i.e., payment of construction contracts and right of way purchases, not included in the direct cost base.
 - An indirect rate must be approved by Caltrans every fiscal year to be used for only those costs incurred for that year.

***** If invoice is for a STIP project, PE has to be segregated into E&PP and PS&E.

Distribution: (Original & 2 Copies) Local Program Accounting (progress invoices)
District Local Assistance Engineer (final invoices)